



MEMO

**To : FISCAL COMMITTEE
VICTORIA RUSNAK, CHAIR
ANTHONY A. BATARSE, JR., MEMBER**

Date: October 10, 2018

**From : TIMOTHY CORCORAN
DAWN KINDEL
SUZANNE LUKE**

**Subject: BOARD FINANCIAL CONDITION REPORT FOR THE PREVIOUS
FISCAL YEAR**

The following is a financial summary of the Board's expenditures and revenues through the 4th quarter of Fiscal Year 2017-2018.

<i>Expenditures</i>		<i>Revenue</i>	
Budget Appropriation	\$1,642,415	Beginning Reserve Balance	*adj \$1,837,000
Expenditures	\$1,350,068	Revenues	\$1,871,940
Unexpended Appropriation	\$292,347	Total	\$3,708,940
		Current reserve balance	\$2,358,872

The Board expended 82% of its appropriated budget through the fourth quarter of fiscal year 2017-2018.

Attached for your review is a detailed summary of the Board's fund condition as well as an itemized Revenue and Expense statement.

This memorandum is being provided for informational purposes only, and no Board action is required. If you have any questions prior to the Board Meeting, please contact me at (916) 324-6197 or Dawn Kindel at (916) 323-7201.

Attachments as stated

cc: Ramon Alvarez C., President

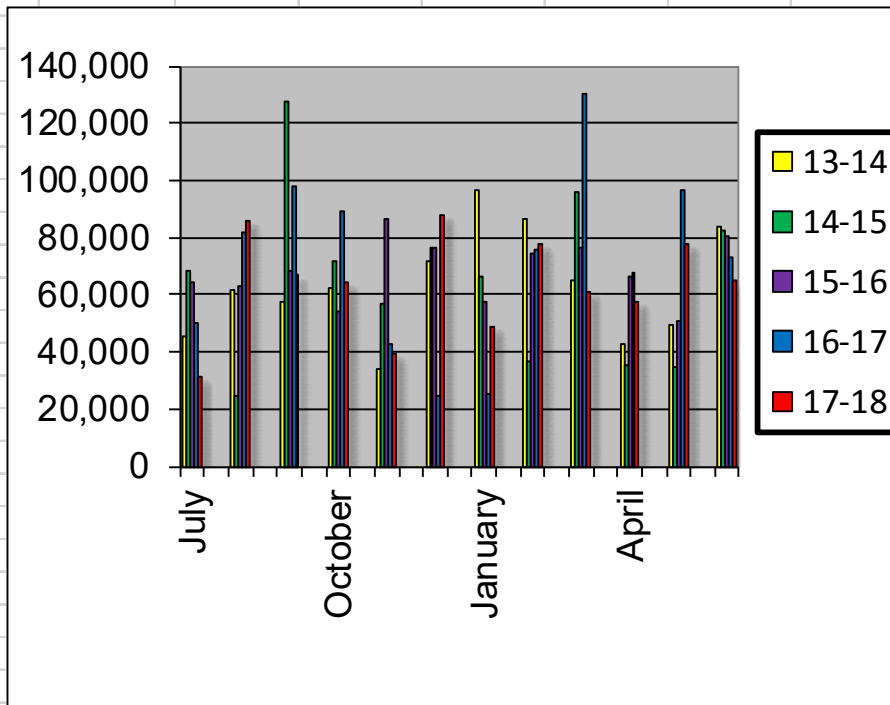
*additional expenditures deducted (Pro Rata/DMV Administrative charges/SCO/Fiscal)

*adj – adjusted beginning balance after release of 'Detailed Fund Balance Report'

Revenue and Expenditures July 1, 2017, through June 30, 2018 - (100% of fiscal year)

Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail.

	13-14	14-15	15-16	16-17	17-18				
July	45,607.00	68,125.00	64,200.00	50,376.00	314,15.00				
August	61,800.00	24,600.00	62,700.00	82,057.00	85,886.00				
September	57,715.00	127,577.00	68,148.00	97,783.00	66,836.00				
October	62,325.00	71,935.00	54,000.00	89,275.00	64,500.00				
November	33,900.00	56,700.00	86,358.00	42,410.00	39,250.00	DEALER FEES FIVE YEAR COMPARISON			
December	71,746.00	76,132.00	76,272.00	24,600.00	87,600.00				
January	96,300.00	66,612.00	57,300.00	25,220.00	49,060.00				
February	86,792.00	36,900.00	74,528.00	75,410.00	77,772.00				
March	65,100.00	95,710.00	76,500.00	130,017.00	60,758.00				
April	42,648.00	35,644.00	66,600.00	67,375.00	57,782.00				
May	49,296.00	34,732.00	50,910.00	96,550.00	78,040.00				
June	84,000.00	82,746.00	80,230.00	72,860.00	65,100.00				
Ytd	757,229.00	777,413.00	817,746.00	853,933.00	763,999.00				



NEW MOTOR VEHICLE BOARD						
EXPENDITURE REPORT FOR THE FOURTH QUARTER OF FISCAL YEAR 2017-2018						
(100% of fiscal year)						
ACCOUNT CODE	DESCRIPTION	BUDGETED AMOUNT	EXPENDITURE YEAR TO DATE	%	BALANCE REMAINING	%
1000	PAYROLL EXPENSE					
0030	Salaries - full time staff	857,090	745,779.00		111,311	
0330	Salaries - part time staff	74,196	54,210.00		19,986	
0880	Holiday Pay	0	1,687.00		-1,687	
0990	Salary Savings (minus)	0	0.00		0	
0020	TOTAL - salary expense	931,286	801,676.00		129,610	
1010	TOTAL - staff benefits	447,941	309,388.00		138,553	
CATEGORY TOTAL						
1000	PAYROLL EXPENSE	1,379,227	1,111,064.00	81%	268,163	19%
3000	OPERATING EXPENSE AND EQUIPMENT					
2010	General Expense					
2050	Dues and membership	4,000	4,336.00		-336	
2230	Library purchases	10,000	9,398.00		602	
2260	Minor equipment	300	1,925.00		-1,625	
2270	Office equipment - rent/ maintenance/ repair	200	0.00		200	
2380	Miscellaneous general expense	200	205.00		-5	
2391	Miscellaneous office supplies	7,300	6,750.00		550	
2395	Meeting expense	2,000	667.00		1,333	
2010	Total - General Expense	24,000	23,281.00		719	
ACCOUNT CODE	DESCRIPTION	BUDGETED AMOUNT	EXPENDITURE YEAR TO DATE	%	BALANCE REMAINING	%
2410	Printing					
2440	Office copier expense - rent/ maintenance	1,750	592.00		1,158	
2480	Miscellaneous printing expense	1,750	47.00		1,703	
2410	Total - Printing	3,500	639.00		2,861	
2610	Postage -meter rental & service, FedEx	9,000	4,464.00		4,536	
2910	Travel In-State					
2920	Lodging, mileage, misc.	2,000	1,268.00		732	
2940	Commercial air transportation	5,250	10,879.00		-5,629	
2950	Rental cars / other travel expense	7,750	5,818.00		1,932	
2910	Total - Travel In-State	15,000	17,965.00		-2,965	
3110	Travel Out-of-State					
3120	Lodging, mileage, misc.	1,000	0.00		1,000	
3140	Commercial air transportation	1,000	1,764.00		-764	
3150	Rental cars / other travel expense	500	3,290.00		-2,790	
3110	Total - Travel Out-of-State	2,500	5,054.00		-2,554	
3320	Training	3,038	3,273.00		-235	
3430	Rent - non State owned building	165,000	155,899.00		9,101	
3431	Tenant Improvement	0	1,320.00		-1,320	
3450	Security services	550	0.00		550	
3470	Facilities planning - DGS	10,000	3,083.00		6,917	
3820	Professional services - internal (Attorney General)	12,000	21,269.00		-9,269	
4020	Professional services - external (court reporters)	18,000	1,460.00		16,540	
ACCOUNT CODE	DESCRIPTION				BALANCE REMAINING	%
4324	Data processing software	0	1,080.00		-1,080	
4350	Data processing minor equipment	0	217.00		-217	
4380	Pro rata statewide expense (101,864 TBA)	0	0.00		0	
4520	Equipment replacement	600	0.00		600	
CATEGORY TOTAL						
3000	OPERATING EXPENSE AND EQUIPMENT	263,188	239,004.00	91%	24,184	9%
1000	PAYROLL EXPENSE	1,379,227	1,111,064.00	81%	268,163	19%
3000	OPERATING EXPENSE AND EQUIPMENT	263,188	239,004.00	91%	24,184	9%
Total - Payroll and Operating Expense		1,642,415	1,350,068.00	82%	292,347	18%
Pro rata statewide expense (101,864) allocated		(see above)	0.00			
Encumbrance balance			0.00			
			1,350,068.00	82%		
DMV Administrative charge (78,000)		78,000	78,000.00	100%	0	
Grand total - fiscal year 2017-2018		1,720,415	1,428,068.00	83%	292,347	17%
1 Pro rata statewide expense is budgeted and expended on a quarterly basis; however, it does not show as an expenditure on DMV's reports. The Board will deduct the Pro rata expense at the end of FY 97/98.						
2 Funds encumbered (for specific purchases) but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.						
3 DMV Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail - deduct end of FY 97/98.						

Fourth Quarter

[illegible]